



STATE OF WASHINGTON  
WASHINGTON STATE BOARD OF HEALTH  
1102 SE Quince Street • PO Box 47990  
Olympia, Washington 98504-7990

December 10, 2002

**TO:** Washington State Board of Health Members  
**FROM:** Craig McLaughlin, Policy Manager  
**RE:** RCW 43.20.100, ANNUAL REPORT

**Background and Summary**

The Board is required by Section 43.20.100 of the revised code of Washington to submit an annual report to the governor. I have attached for your review and comment a draft of proposed text for the 2002 Annual Report to the Governor, which would be submitted in January 2003.

The attached text is similar in structure and length to the text in the 2001 Annual Report. To save scarce public resources, the Board in 2001 repurposed a design created for the 2000 Annual Report. Current plans call for this year's report to be visually similar to both the 2000 and 2001 reports—same basic design elements, page count, and page size—but to have an updated look that incorporates the new communications strategy developed by the Communications Committee of the Public Health Improvement Partnership. A central element of this is the use of the positioning statement, "Always Working for a Safer and Healthier Washington" (see attached).

Last year, the Board reviewed a draft of the proposed text at its November meeting. During December, I e-mailed an Adobe Acrobat® version of the report layout to Board members for review and comment. With the approval of the Chair, I produced a printed version of the report, which the Board formally adopted in January. I propose to follow a similar process this year.

**Recommended Board Motions**

The Board may wish to introduce, modify as needed, and consider adopting the following motion:

*The Board approves the draft annual report language as submitted [??and amended??] December 9, 2002, subject to future editing with the review and approval of the Board Chair.*

Attachments